



## **EMPLOYMENT OPPORTUNITY**

Union Settlement Association is an on-the-ground resource for East Harlem residents of all ages, and a passionate advocate for the needs of underserved communities. Since opening our doors in 1895, we have brought education, wellness and community-building programs to our neighborhood, empowering New Yorkers with opportunities to better their lives. More than 350 staff work in our organization, and our services impact 10,000 people every year. By helping our neighbors realize their goals, we build the vitality and success of East Harlem. For more information about Union Settlement, please visit our website at [www.unionsettlement.org](http://www.unionsettlement.org).

**Position:** Sports Activity Specialist (Basketball) – Seasonal

**Department:** Youth Services

**Reports to:** Hub Program Regional Directors

**Hours:** Part-Time (10 hours/week)

**FLSA:** Non-Exempt

**Program Dates:** December 2019 – July 2020

### **Position Summary:**

The Sports Activity Specialist will be responsible for sports and athletic recreational program implementation for the East Harlem Youth Opportunity Hub with a focus on basketball, team sports and training activities. To work with other coaches and Hub staff as they provide service and participant attendance tracking.

### **Responsibilities:**

- Implementation of sport and recreational program activities with recreational programming that utilizes strong Youth Development standards and developmentally appropriate activities for participants.
- Engage participants in interactive seasonal sports workshops, games and tournaments.
- Incorporate information on healthy decision-making techniques, strong nutrition habits and positive body image.
- Plan and execute two tournaments for Hub and its community partners.
- Conduct ongoing program assessment with Hub Youth Advocates and Case Managers to ensure that each activity is well attended and make changes as necessary.
- Maintain weekly logs to be reviewed at weekly staff meetings.
- Attend program and community partner meetings to promote engagements and enhance outreach.
- Participate in special events, staff meetings and trips as required.

- Additional duties as assigned by the Program Regional Directors, Associate Director of Intervention and Prevention Services for Youth and Director of Youth Services.

**Qualifications:**

- Minimum of HS Diploma or equivalent with a strong teaching background in Sports.
- At least 3 years' experience teaching in chosen field at a high level.
- Experience and/or interest in working with youth ages 13-24.
- Demonstrated experience of excellence in chosen field.
- Ability to plan and execute dynamic exhibits, closing programs or demonstration of concepts learned.
- Bilingual (English/Spanish) preferred.
- Demonstrate the understanding of the challenges facing youth in an urban setting.
- Candidates must complete successful background, criminal records, fingerprinting, and reference checks.

**To Apply:**

Please send cover letter, resume, and three professional references to: [youngadultservicescareers@unionsettlement.org](mailto:youngadultservicescareers@unionsettlement.org).

Please indicate Sports Activity Coordinator in subject of e-mail.

**UNION SETTLEMENT ASSOCIATION IS AN EQUAL OPPORTUNITY EMPLOYER**